

## **Internship Program: U.S. Senator Ted Cruz**

### **General Information**

Senator Ted Cruz's Internship Program offers Texas students a unique opportunity to experience first-hand the inner workings of Congress. Each summer, there are two six week sessions as well as full semester internships in both the spring and the fall.

Internships are available in our Washington D.C., Austin, Dallas, Houston and San Antonio offices.

Intern activities include legislative research, administrative duties, communications department support, regional outreach, and constituent relations, including assisting with phones and mail. Interns may also attend committee hearings, conduct Capitol tours, and attend the Senate intern lecture series. At the end of their session, interns will have had the opportunity to see how a Senate office works and better understand the United States government. Additionally, interns will participate in our unique reading program.

Priority is given to students either from Texas or students enrolled in a Texas school who have completed at least their sophomore year of college.

This is a highly competitive process. Due to the limited amount of space and resources available, there are usually more qualified applicants than positions available.

Interns are responsible for their own housing, food, and transportation.

It is possible to receive internship course credit pending approval by the respective college or university, though we are unable to offer paid internships.

### **To Apply**

Please send the following information to [Brittany\\_Baldwin@cruz.senate.gov](mailto:Brittany_Baldwin@cruz.senate.gov)

1. A cover letter detailing why you would like to be an intern in Senator Ted Cruz's office
2. A one page resume
3. Three letters of recommendation (letters may be mailed or emailed separately)
4. A college transcript
5. A one to two page college writing sample
6. Note which office you are applying to intern at

### **Due Dates**

**United States Senate**  
WASHINGTON, DC 20510

COMMITTEES:  
COMMERCE  
JUDICIARY  
ARMED SERVICES  
RULES AND ADMINISTRATION  
AGING

Summer internships: completed packets are due the first Friday in March.  
Fall semester internships: completed packets are due the second Friday in August.  
Spring semester internships: completed packets are due the first Friday in December.

Completed packets may also be mailed to our Washington D.C. office, however, please mail your packet approximately three weeks prior to the due date to ensure ample time for it to get through security and screening. Emailing documents is recommended due to the slow mail process.

US Senator Ted Cruz  
Attention: Brittany Baldwin  
185 Dirksen Senate Office Building  
Washington, D.C. 20510

Any questions regarding internships in Senator Ted Cruz's office should be sent to [Brittany\\_Baldwin@cruz.senate.gov](mailto:Brittany_Baldwin@cruz.senate.gov).